

## **WEBINAR INSTRUCTIONS**

### **Request for Concept Design Proposals "RFP" for Lighting Framework Plan Specification Number: 124831**

**Date: Friday, June 13, 2014**

**Time: 11:00 am Central Time**

- 1) A Pre-Submittal Conference for Request for Concept Design Proposals for Lighting Framework Plan (LFP) has been scheduled for the above date and time. If you are interested in attending the Webinar please click the following link to enroll:      Registration Web Link:  
<https://www4.gotomeeting.com/register/961020351>

**Note: Please arrive at least 15min earlier to allow yourself enough time for set up.**

- 2) In order to participate in the Webinar you will be required to download the required software to your computer. Please allow enough time to install/download the software.
- 3) At the Pre-Submittal Conference, all webinar participants will be muted. Use the chat room feature for any questions which will be addressed after the presentation.
- 4) **DISCLAIMER FROM THE DEPARTMENT OF PROCUREMENT SERVICES:** Anything stated at this Pre-Submittal conference is not intended to change the solicitation document. Any changes will be in writing in the form of an addendum issued by the Department of Procurement Services.